

DOI Safety & Occupational Health Council Meeting

March 15–16, 2011

US Fish and Wildlife Service
4401 N. Fairfax Drive, Arlington, VA 22203

Agenda

3/15/11	Topic	Outcome(s)
8:30 a.m.	Welcome and Overview <ul style="list-style-type: none"> • Introductions and administrative items • Review agenda and desired outcomes 	<ul style="list-style-type: none"> • Common expectations of the meeting
8:35 a.m.	OSH Update & Remarks: Barry Noll <ul style="list-style-type: none"> • OSH Updates 	<ul style="list-style-type: none"> • Informational briefing
8:45 a.m.	Work Group Updates: <ul style="list-style-type: none"> • Wildland Fire (Jonathon Thomas) • Aviation (Maurice Banks) • Watercraft Safety (Barry Noll) • Industrial Hygiene (Bob Garbe) • Emergency Management (Barry Noll) • OHV/ATV group (Dave Schuller) <p><i>Note: Please come prepared with a paragraph or bullet points for the meeting record.</i></p>	<ul style="list-style-type: none"> • Current work group status • Identify future work group needs
9:45 a.m.	Safety Week Discussion <ul style="list-style-type: none"> • Discuss safety week continuation • Brainstorm ideas to achieve greater safety awareness 	<ul style="list-style-type: none"> • Achieve consensus on DOI approach
10:15 a.m.	Break	
10:30 a.m.	485 DM Chapter 8, Employee Reports of Unsafe Conditions: Dave Schuller <ul style="list-style-type: none"> • Format revisions & new text added; back for council discussion & concurrence 	<ul style="list-style-type: none"> • Prepare final draft • Vote to send for formal DASHO review
11:15 a.m.	2010 SMIS Data Analysis: Armando Galindo <ul style="list-style-type: none"> • Brief analysis results 	<ul style="list-style-type: none"> • Informational briefing
12:00 p.m.	Lunch	
1:00 p.m.	Work Group Charters: Barry Noll <ul style="list-style-type: none"> • Discuss a standardized charter format • Review & approve draft OHV charter • Discuss guidance for other work groups without charters 	<ul style="list-style-type: none"> • Council approve OHV charter • Achieve consensus on charters for other work groups
2:30 p.m.	Bureau & Office Reports: <ul style="list-style-type: none"> • Status of program • New & innovative program developments • Discuss continuation of bureau updates at council meetings 	<ul style="list-style-type: none"> • Share best practices • Learn from each other • Vote on continuation of bureau updates
3:30 p.m.	Break	
3:45 p.m.	DASHO Council Update: Barry Noll <ul style="list-style-type: none"> • Discuss outcomes from last DASHO Council meeting 	<ul style="list-style-type: none"> • Informational briefing
4:00 p.m.	Daily wrap-up: Facilitator	<ul style="list-style-type: none"> • Other topics
4:30 p.m.	Adjourn for the day	

3/16/11	Topic	Outcome(s)
8:30 a.m.	Agenda review	<ul style="list-style-type: none"> • Thoughts from overnight
8:40 a.m.	New SAI Report Procedures: Barry Noll <ul style="list-style-type: none"> • Detailed review of new SAI proposal from Wildland Fire • Review 24 & 72 hr reporting procedures & templates • Prepare comments for Wildland Fire SAI Committee 	<ul style="list-style-type: none"> • Council approve or recommend changes
10:40 a.m.	Break	
11:00 a.m.	OEM Meeting Model: Barry Noll <ul style="list-style-type: none"> • Discuss meeting model concept for council adoption consideration 	<ul style="list-style-type: none"> • Vote on proposal
11:30 a.m.	New Executive Training Course Update – Moira Steinberg & Shari Hanscomb <ul style="list-style-type: none"> • Provide the council an update on the development status of the new <i>Safety Authorities, Roles, and Responsibilities for Executives</i> course 	<ul style="list-style-type: none"> • Informational briefing
12:15 p.m.	Lunch	
1:15 p.m.	DOI Strategic Plan : Barry Noll <ul style="list-style-type: none"> • General discussion on bureau review • Discuss department-level management actions to improve performance relative to the POWER goals 	<ul style="list-style-type: none"> • Produce a working draft strategic plan • Decide on 3-5 department-level management actions to propose to the DASHO Council
2:45 p.m.	FY 2011/2012 Projects: Barry Noll / Dave Schuller <ul style="list-style-type: none"> • FY 2011 project funding status update • Propose FY 2012 projects for funding consideration • Discuss budget issues 	<ul style="list-style-type: none"> • Establish a FY 2012 project list
3:15 p.m.	Break	
3:30 p.m.	Develop agenda items: Facilitator <ul style="list-style-type: none"> • Next DASHO meeting • Next SHC meeting 	<ul style="list-style-type: none"> • Preparation
4:00 p.m.	Meeting Evaluation	<ul style="list-style-type: none"> • Identify improvements for next meeting
4:30 p.m.	Adjourn the meeting	